

*Submission Date: _1/10/2025_____

BURKE CENTRE CHARTER AGREEMENT
BURKE CENTRE PICKLEBALL ASSOCIATION (BCPA)

***I. BACKGROUND:**

Based on a growing interest in neighborhood pickleball, in 2017 Burke Centre residents organized and submitted a request to become chartered under Burke Centre Conservancy in 2018. In December that year, the first meeting of the Burke Centre Pickleball Association, BCPA, occurred where the attendees elected a Board of Directors, established their by-laws, and became the first organized pickleball club in northern Virginia.

***II. CHARTER GROUP'S PURPOSE:**

The BCPA is a non-profit organization that provides a fun, healthy, recreational activity for its members to learn pickleball and grow their pickleball skills in a friendly, inclusive environment. All ages and ability levels are invited to play.

***III. CHARTER GROUP'S BENEFITS TO BURKE CENTRE CONSERVANCY:**

Pickleball is the fastest growing sport in the U.S. It is an attractive amenity to current and future Burke Centre residents. It's a sport that brings the community together, and creates a sense of unity and support. Community pickleball is a great way to build social connections and promote living a healthy lifestyle. Having dedicated pickleball courts as an amenity to Burke Centre will enhance real estate listings.

IV. CHARTER GROUP RESPONSIBILITIES:

The BCPA will manage the group's proceedings with integrity and proper financial handling.

The BCPA membership and expected participants with residence addresses are listed in the attached Addendum.

The BCPA plans to conduct the following activities:

- Promote drop-in play on Burke Centre Conservancy's designated pickleball courts as advertised on the BCPA's website

- Offer intramural league play and tournaments amongst members
- Provide at least 42 volunteer hours at the Burke Centre Fall Festival
- Host several social events among members to promote community
- Provide Beginner and intermediate pickleball clinics

The BCPA proposes to use Burke Centre community facilities as follows and as facilities are available:

- If the BCPA hosts an intramural tournament for club members, access to restroom facilities at the Landings or Woods during the tournament.
- Use of the Burke Centre community centers for general meetings during non prime-time rental periods (Monday through Friday) no more than once a month.
- Regularly scheduled play sessions at the Woods and Landings courts.

When using Burke Centre community facilities, the BCPA will ensure the integrity and cleanliness of facility buildings, grounds, parking lot, and open space that the group uses, including re-storage of furniture, to the highest degree possible as outlined in the rental/use agreement. The group will report any problems found at a Conservancy facility or open space to the staff immediately. Upon completion of any activities, the facility will be properly secured, internal lights off, and locked.

- The BCPA will submit its certification of at least \$1M liability insurance, naming Burke Centre Conservancy as co-insured, prior to contracting use of community facilities.

When using Conservancy facilities, the BCPA will promptly pay appropriate usage fees per the separate usage contract and will pay the \$50 fee each time the community center keys are not returned to the Conservancy office within 48 hours following each usage and/or in the instance that after hours staff assistance is required in obtaining keys. Fees will be paid before any next use of Burke Centre facilities.

- As a benefit in return for being formally chartered and recognized by the Burke Centre Board of Trustees, the BCPA requests the following adjustments of fees or subsidies for the coming year:

- Waive usage fee for Community Center use during non-prime times
- Provide for a line budget item towards completion of converting three tennis courts to

eight permanent pickleball courts at the Landings.

- The BCPA will submit its annual charter renewal requests to the Conservancy office by January 15th.
- The BCPA will submit its annual Reports of Activities in the previous calendar year to the Conservancy office by January 15th. [Note: The Annual Report must include: (1) a list of activities conducted in the previous calendar year, (2) the average number of participants at those activities, (3) a list of community services and contributions made to Burke Centre Conservancy by the BCPA during the previous calendar year, and (4) a list of participants.]
- When using Burke Centre community facilities, the Charter Group will ensure the integrity and cleanliness of facility buildings, grounds, parking lot, and open space that the group uses, including re-storage of furniture, to the highest degree possible as outlined in the rental/use agreement. The group will report any problems found at a Conservancy facility or open space to the staff immediately. Upon completion of any activities, the facility will be properly secured, internal lights off, and locked.
- The Charter Group will submit its certification of at least \$1M liability insurance, naming Burke Centre Conservancy as co-insured, prior to contracting use of community facilities.
- When using Conservancy facilities, the Charter Group will promptly pay appropriate usage fees per the separate usage contract and will pay the \$50 fee each time the community center keys are not returned to the Conservancy office within 48 hours following each usage and/or in the instance that after hours staff assistance is required in obtaining keys. Fees will be paid before any next use of Burke Centre facilities.
- As a benefit in return for being formally chartered and recognized by the Burke Centre Board of Trustees, the Charter Group requests the following adjustments of fees or subsidies for the coming year:

The Charter Group will submit its annual Reports of Activities in the previous calendar year to the Conservancy office by January 15th.

***V. CHARTER GROUP EXPECTATIONS FROM THE BURKE CENTRE CONSERVANCY:**

The Conservancy agrees to:

- A continued partnership with the BC Conservancy on solutions towards establishing

permanent pickleball courts and growing pickleball in Burke Centre.

- Publish periodic BCPA information and articles in the Conservator and the BC Buzz.
- Link to the Burke Centre Pickleball Association website from the BC Conservancy website and the Conservator.
- Standing reserved use of designated Pickleball court facilities as scheduled through the Burke Centre Conservancy.

***VI. OTHER CHARTER GROUP COMMENTS:**

***VII. CHARTER GROUP LEADERS AND POINTS OF CONTACT:**

President/Rules/Webmaster - Jon Weber - jonp.weber1@gmail.com

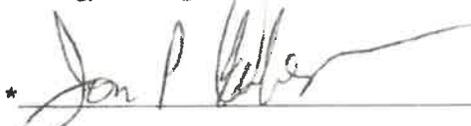
Secretary - Ed Verchot - ed.verchot@gmail.com

Treasurer - Mary Abney - mbafitbit@gmail.com

Membership - Genevieve Methvin - genevieve_linder@hotmail.com

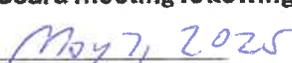
Courts - At large 1 - John Simpson - jalvasimpson@gmail.com

Strategy - At large 2 - Fred Rothe - fred.rothe@verizon.net

*  [Date:] 

Charter Group President/Chairman or Designated Representative

Approved by Board of Trustees at subsequent Board meeting following charter submission.

 [Date:] 

President, Board of Trustees or Designated Trustee

Notes:

Brackets [xyz] denote required discussion to be added by the Charter Group.

Annual chartering is subject to Board of Trustees' approval and is subject to review throughout the participating year in case of changed or adverse circumstances. Formal guidance is also found in the Policy Precepts for Burke Centre Conservancy Community.

A structured format is prescribed with defined sections and some specific verbiage in order to achieve general uniformity across groups. However, the Board of Trustees recognizes the need and opportunity for varying and tailoring the content within sections to fit the group's specific activities, needs, and commentary on service.